



State of Connecticut JOB POSTING

DEPARTMENT OF PUBLIC HEALTH RE-POSTING OF VACANCY

Public Health Services Manager

Public Health Initiatives – CHAPS - WIC

POSTING DATE: August 30, 2013

CLOSING DATE: September 6, 2013

PLEASE FOLLOW THE SPECIFIC APPLICATION INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!

Open To: The Public. Qualified applicants must meet the experience and training requirements listed below AND possess and retain certification as a Registered Dietitian.

NOTE: Previously qualified applicants that applied to the posting with a closing date of 7/19/13 need not re-apply and will be considered.

POSITION CONTROL NUMBER: 104849TS NOTE: THIS NUMBER MUST BE INCLUDED ON YOUR APPLICATION

POSITION INFORMATION

This position will serve as the WIC Program Director. The incumbent will direct staff and operations for all units within the Federal Special Supplemental Nutrition Program for Women, Infants and Children including Nutrition, Food Retailer and Pharmacy Management, Information Technology, Financial and Breastfeeding. The incumbent will also have management responsibility for programs in addition to WIC.

LOCATION: 410 Capitol Avenue, Hartford, CT

SHIFT/HOURS: 1st Shift/40 hours/week

SALARY GROUP/RANGE: MP 65/\$84,284 - \$114,914

MINIMUM QUALIFICATIONS REQUIRED

KNOWLEDGE, SKILL AND ABILITY:

Considerable knowledge of and ability to apply management principles and techniques; considerable knowledge of and ability to apply relevant local, state and federal statutes and regulations; considerable knowledge of health care delivery systems, practitioners and/or providers; considerable knowledge of aims, objectives and operational environment of health providers; considerable interpersonal skills; considerable knowledge of principles and practices of public administration; considerable oral and written communication skills. WOMEN, INFANTS AND CHILDREN (WIC)

PROGRAM: In addition to the above, considerable knowledge of current public health principles, practices related to the Women, Infants and Children Program.

EXPERIENCE AND TRAINING

General Experience:

Nine (9) years of professional experience in a health organization.

Special Requirement:

Two (2) years of the General Experience must have been in a supervisory capacity with responsibility for the planning, development, and execution of a comprehensive health or health related program.

NOTE: A health organization is defined as a large multi-dimensional agency with responsibility for developing, administering, or regulating health program.

Substitution Allowed:

1.) College training may be substituted for the General Experience on the basis of fifteen (15) semester hours equaling one half (1/2) year of experience to a maximum of four (4) years for a Bachelor's degree.

2.) A Master's degree in public health, health education, health care administration, nursing, other health related fields, or public administration may be substituted for one (1) additional year of the General Experience.

Special Requirements:

1.) The incumbent who manages the Women, Infants and Children Program must possess and retain certification as a Registered Dietitian.

2.) Incumbents in this class may be required to travel.

Note: Appointment will be in accordance with Section 5-219 of the Connecticut General Statutes which permits appointment of candidates to competitive positions without formal examination when a professional license, professional degree, accreditation or certificate is a mandatory requirement for appointment to a class.

PLEASE NOTE: This position will be filled in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules.

Application Instructions: ANYONE WISHING TO APPLY FOR THIS POSITION MUST COMPLETE AND FORWARD THE APPROPRIATE "State of Connecticut Application Form for Examination and Employment" (Form CT-HR-12) (ORIGINAL AND ONE COPY OF ENTIRE APPLICATION PACKAGE), NO LATER THAN THE CLOSING DATE AT THE TOP OF THIS FORM, TO:

Department of Public Health
410 Capitol Avenue, MS #13PER
PO Box 340308
Hartford, CT 06134-0308
FAX: 860-509-7184(if faxing, only one application is necessary)
EMAIL: dph.recruitment@ct.gov

** The closing date is for this posting. This may differ from the examination closing date for a competitive examination. Questions regarding this process should be directed to the Human Resources Office (Recruitment Hotline, 509-7223).*

THE DEPARTMENT OF PUBLIC HEALTH AIMS TO PROVIDE EQUAL OPPORTUNITY IN ALL ASPECTS OF EMPLOYMENT AND ADVANCEMENT, FOSTERING AN ENVIRONMENT COMMITTED TO SUPPORTING INDIVIDUALS IN ALL PROTECTED CLASSES. IF YOU REQUIRE AID/ACCOMMODATION TO PARTICIPATE FULLY AND FAIRLY, PLEASE CONTACT THE AFFIRMATIVE ACTION OFFICE AT 860/509-7220.